

Dear Crafter,

Enclosed please find an application for the 2004 Iris Festival Arts and Crafts section. The Festival will be held at the beautiful Swan Lake Iris Gardens in Sumter, S.C., on May 28-30, 2004. The Iris Festival is one of the oldest festivals in South Carolina and is consistently listed as one of the top 100 festivals in the United States.

Items in the Arts and Crafts section must be handcrafted. No items that have been purchased for resale will be allowed in this area. If your merchandise does not qualify as arts and crafts, you may be interested in applying for the Market Place area instead. Any vendors selling merchandise other than handcrafted items will be asked to leave without refund.

Arts and Crafts will be located near the entrance to the Gardens, across from the Sumter Visitor's Center. This is the same location that worked very well last year. While there is no vehicle access in this area, there will be a one hour loading and unloading area located at the entrance gate. Because no vehicles may be driven inside the gates, you may bring a hand truck or whatever is needed to quickly transport your items. Unfortunately, the Iris Festival is unable to provide personnel or hand trucks to help with the loading and unloading.

Please read the application carefully. If you feel you do not meet the qualifications for Arts and Crafts, please request the Market Place application. If you are not sure or have further questions, please call Ginny Yonson at the Sumter Visitor's Center 1-800-688-4748. We hope to see you May 28-30 for another spectacular year in the Gardens!

Sincerely,

Iris Festival Commission

THE 2004 IRIS FESTIVAL ARTS AND CRAFTS SHOW

Prices:

Before May 1, 2004: 12' X 10' single space \$70.00
 24' X 10' double space \$110.00

After May 1, 2004: 12' X 10' single space \$120.00
 24' X 10' double space \$150.00

After May 15, 2004: No applications accepted.

Please return page two of the application with check or money order made payable to **SUMTER IRIS FESTIVAL COMMISSION**. All fees are non-refundable. Each crafter must have a business license from the City of Sumter. To obtain this license, please contact the City of Sumter Business License Office at P.O. Box 1449, Sumter, SC 29151-1449, or call (803) 436-2543 during regular business hours.

POLICIES FOR ALL CRAFTERS

1. No food or beverages may be sold.
2. RV's and mobile campers are prohibited at Swan Lake Gardens. Violators will be asked to leave the premises for the remainder of the event. (Camp sites are available at the Sumter County Fairgrounds by calling 803-495-8222)
3. All exhibitors must be approved by the Committee and are responsible for obtaining their own business license.
4. Setup time for Friday, May 28, and Saturday, May 29, is 7:00 a.m. until 9:00 a.m. No early or late setups will be allowed. There is no vehicle access into the gardens. There will be a one hour unloading area for those with large items. All booths must be completely set up by 9:30 a.m.
5. Show hours are 10:00 a.m. to 6:00 p.m. on Friday, 10:00 a.m. to 8:00 p.m. on Saturday, and 1:00 p.m. to 5:00 p.m. on Sunday. Breakdown is at 6:00 p.m. on Friday, 8:00 p.m. on Saturday, and 5:30 p.m. on Sunday. Vendors must be present all three days during these hours.
6. All crafters are to provide their own tables, chairs, tents, and other necessary items.
7. The Iris Festival cannot provide personnel to help with setup or breakdown.
8. No pets are allowed without proof of medical need.
9. No refunds will be given.
10. Double spaces may not be occupied by more than one vendor.
11. Electrical access is limited. Please indicate on your application if electricity is needed. Confirmation letter stating electrical requirements must be presented at check-in for electricity use.
12. Applicant hereby indemnifies the Iris Festival Commission, the City and County of Sumter and subsidiaries and affiliates in the event of loss or damage to goods and personal injury.
13. The committee reserves the right to refuse entry to any vendor.
14. All items must be handcrafted. The Commission reserves the right to exclude an exhibitor from the Arts and Crafts area if it is determined that an exhibitor's merchandise is not handcrafted. You will be asked to relocate if space available in the Market Place, or leave if this policy is violated. No refunds will be given.
15. Please refer to the enclosed sketch of the Arts and Crafts show area for possible location of booth. You will receive a confirmation with your assigned space. The final assignments are at the discretion of the Sumter Iris Festival Commission. The Commission will try to the best of its ability to have non-competitive separation.

If you have any questions, please contact us at 1-800-688-4748 or 803-436-2640.

**APPLICATION FOR
2004 IRIS FESTIVAL ARTS AND CRAFTS SHOW**

Keep page one for your information and return this application along with your business card and entry fee to:

**Sumter Iris Festival Commission
Arts & Crafts Committee
P.O. Box 1802
Sumter, SC 29151**

PLEASE PRINT.

CONTACT NAME _____

BUSINESS NAME _____

ADDRESS _____

PHONE NUMBER (DAY) _____ **(NIGHT)** _____

HAVE YOU PREVIOUSLY PARTICIPATED IN THE IRIS FESTIVAL? YES____ **NO**____

DETAILED DESCRIPTION OF HANDCRAFTED ITEMS (Please use attachment if additional space is needed) _____

PLEASE CHECK YOUR SPACE REQUEST (PRICING ON PAGE 1) AND INDICATE AMOUNT ENCLOSED:

SINGLE (12'X10')_____ **DOUBLE (24'X10')**_____ **ENCLOSED \$**_____

ELECTRICITY (110) REQUESTED: YES_____ **NO**_____

ELECTRICAL NEEDS: _____

The undersigned agrees that the Iris Festival Commission, the City of Sumter, Sumter County and subsidiaries, and affiliates shall not be held liable for loss or damage to goods or personal injury and releases same therefrom. Undersigned also understands that there are no refunds, and agrees to abide by all rules of the event.

Signature

Date

Please enclose a stamped, self-addressed #10 envelope for your confirmation packet.

We look forward to seeing you!